

Privacy Notice Bristol City Council



Who we are

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the UK General Data Protection Regulation (UK GDPR), which means it determines what your personal data is used for and why it is collected.

The purpose of this privacy notice is to tell you about how we collect and use personal data in connection with our service. We may update this privacy notice from time to time. When we do this, we will communicate any changes to you and publish the revised privacy notice on our website. This privacy notice should be read alongside the councils [Corporate Privacy Notice](#).

Our main address is City Hall, College Green, Bristol, BS1 5TR and our contact details can be found on [Bristol City Website](#)

The Equity, Data and Performance Service supplies analysis and insights for making evidence-based decisions using published statistics and intelligence on Bristol and by collecting, analysing and publishing data on the population of Bristol.

What data we need to collect and use?

To provide this service, we will collect and use some or all the personal information below:

- Postcode
- Age
- Sex
- Disability
- Gender identity
- Pregnancy and maternity
- Race or ethnic origin
- Religious or other beliefs of a similar nature
- Sexual orientation
- Weight and height
- General measures of physical health and mental well-being
- Parental status
- Carer status
- Care experience
- Housing tenure

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- Educational or technical qualification level
- Food insecurity, fuel insecurity and financial difficulties
- Measures of social isolation
- Lifestyle information, including health behaviours.

Respondents must give their postcode, age and sex to participate in the survey. All other questions are optional.

How do we use your personal information?

We use this information for one or more of the following reasons:

- To produce population estimates / statistics for the city, electoral wards, and Integrated Care System Locality Partnership areas.
- To identify, or keep under review, the existence or absence of equality of opportunity / of treatment between specified groups of people to enable equality to be promoted or maintained.
- Results are used to identify issues and to inform decisions about priorities and service provision.
- QoL indicators are key success measures for Bristol City Council's [Business Plan](#) that sits behind the [Corporate Strategy 2025 to 2030](#).

What is the legal basis for our use of your personal information?

The information below shows the legal bases we are relying on to use your personal or special category (sensitive) personal information.

You can see a list of the full legal bases we may rely on by looking at our [main privacy notice](#).

The lawful basis to process your personal data is Article 6(1)(e) UK GDPR - processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Bristol City Council. This enables Bristol City Council to understand the needs, experiences and wellbeing of Bristol's population, support service planning, monitor outcomes and inform decision-making.

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Special category (sensitive) personal information

Our additional legal bases for using your special category information:

- Article 9(2)(g) UK GDPR - Substantial Public Interest, including equality monitoring and supporting the council's duties under equality legislation.
- Article 9(2)(i) UK GDPR - Public Health, including understanding population health and wellbeing, monitoring health inequalities, and supporting public health planning, commissioning and service improvement.
- Article 9(2)(j) UK GDPR - Research and Statistical Purposes, including the production of population statistics, trend analysis and informing policy and service planning

Who else might we share your personal information with?

Sometimes we may need to share your information, but we will only do so where we have a valid legal basis to share data. We will only share the minimum information for each circumstance. We may share some of your personal information with one or more of the following:

- Academic researchers from the University of the West of England

We may also use data processors to support our activities, for example by providing systems we need or delivering services on our behalf. These processors are:

- [SmartSurvey](#), who provide the online survey software.
- [Fletcher Data Services Ltd](#), who provide data entry for completed paper survey forms.

Will my personal data be sent outside the UK?

No personal information is routinely sent or held outside the UK. Should the transfer of personal information outside the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

How long we will keep your personal information?

We will hold this information for as long as it is needed, or if we are required to do so by law. In practice this means that your personal information may be retained for the relevant period listed below:

- 24 months

After this, your personal information will be anonymized or deleted if anonymization is not possible.

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Your rights as a data subject

The law gives you a number of rights to control what and how personal information is used by us, including the right to access a copy of your personal information and withdraw your consent when we rely on your permission to use your personal data.

Full details about how we use and share your data and your rights can be found on our [Corporate Privacy Notice](#). If you are unable to access our digital Privacy Notice, please [contact Citizens Services](#) whom will be able to send a hard copy.

To update or correct your information if it is inaccurate please [contact Citizens Services](#).

To access a copy of your personal information, more details and how to make a request can be found on the [data protection subject access requests page on the council website](#).

You can exercise any of these rights, ask questions about how we use your personal data or complain by contacting us at data.protection@bristol.gov.uk or by writing to our data protection officer at:

Data Protection Officer
Information Governance
Bristol City Council
City Hall
PO Box 3399
Bristol
BS1 9NE

If you think we have dealt with your information inappropriately or unlawfully, you have the right to complain to the ICO at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Website: <https://ico.org.uk/>

Next annual review date: August 2027

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